



## CITY OF LODI COUNCIL COMMUNICATION

**AGENDA TITLE:** Adopt Resolution Authorizing City Manager to Negotiate Janitorial Services Contract(s) as Needed for Remainder of Current Fiscal Year (Not to Exceed \$37,000)

**MEETING DATE:** December 7, 2005

**PREPARED BY:** Public Works Director

**RECOMMENDED ACTION:** That the City Council adopt a resolution authorizing the City Manager to negotiate janitorial services contract(s) as needed for the remainder of the current fiscal year.

**BACKGROUND INFORMATION:** Cleaning Concepts, one of the janitorial service contractors for City facilities, failed to meet several contractual obligations to the City and resigned on November 14, 2005. An emergency purchase order for two months of interim janitorial services at the facilities affected was issued to Korean Professional Building Maintenance, the City's remaining janitorial services provider, on November 18, 2005.

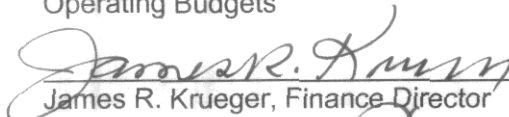
When the janitorial services contracts were approved by the City Council on April 7, 2004, staff recommended to the Council that janitorial services at various City facilities be reduced in frequency to save money and that contracts be awarded to more than one contractor. Staff also recommended that the City Manager (within the budget) be given authority to adjust cleaning frequencies with any, or all, of the janitorial contractors should the reduced schedule of cleaning prove inadequate, or to terminate a contract and award to other contractors should a firm, or firms, fail to perform.

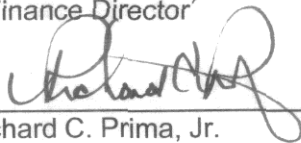
This is the second time a firm has had to be replaced. Facilities affected by this recent loss of cleaning services are Parks & Recreation offices, Fire Administration offices, Municipal Service Center, Hutchins Street Square, and White Slough Water Pollution Control Facility.

Staff recommends that the Council grant the City Manager, and/or his designees, the authority and responsibility to negotiate and award the contract(s) and that the City Manager be authorized to extend janitorial contracts for one additional year, if costs are not increased by more than 5%. Staff will evaluate if it is in the City's best interest to re-bid a portion, or all, of the janitorial contracts and return to the Council if the recommendation is to re-bid.

**FISCAL IMPACT:** Contract janitorial services costs will increase by an estimated \$15,000 for the current fiscal year. The \$37,000 is the total cost for janitorial services for the balance of the fiscal year, including this increase. Staff will work with contracted vendors to minimize further disruptions to service.

**FUNDING AVAILABLE:** Operating Budgets

  
James R. Krueger, Finance Director

  
Richard C. Prima, Jr.  
Public Works Director

Prepared by Dennis J. Callahan, Fleet and Facilities Manager  
RCP/DJC/pmf

cc: Mark Zollo, Facilities Supervisor  
Richard Prima, Public Works Director  
Del Kerlin, Wastewater Superintendent

Tea Silvestre, Community Center Director  
Steve Schwabauer, City Attorney  
George Bradley, Street Superintendent

Mike Pretz, Fire Chief  
Tony Goehring, Parks and Recreation Director

APPROVED:

  
Blair King, City Manager

RESOLUTION NO. 2005-252

A RESOLUTION OF THE LODI CITY COUNCIL  
AUTHORIZING THE CITY MANAGER TO  
NEGOTIATE JANITORIAL SERVICES  
CONTRACT(S) AS NEEDED FOR THE  
REMAINDER OF CURRENT FISCAL YEAR

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NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lodi hereby authorizes the City Manager to negotiate janitorial services contract(s) as needed for the remainder of this fiscal year in an amount not to exceed \$37,000; and

BE IT FURTHER RESOLVED that the City Council further authorizes the City Manager to execute the contract(s) on behalf of the City of Lodi.

Dated: December 7, 2005

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I hereby certify that Resolution No. 2005-252 was passed and adopted by the City Council of the City of Lodi in a regular meeting held December 7, 2005, by the following vote:

AYES: COUNCIL MEMBERS – Beckman, Hansen, Johnson, Mounce,  
and Mayor Hitchcock

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON  
City Clerk